



GUAM REGIONAL TRANSIT AUTHORITY

GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor
Joshua F. Tenorio, Lieutenant Governor
Celestin C. Babauta, Interim Executive Manager



BOARD OF DIRECTORS MEETING

Department of Public Works CIP Conference Room

September 12, 2019 11:00am

Agenda

- I. Meeting Called to Order**
- II. Roll Call**
- III. Review of Minutes**
- IV. Old Business**
- V. New Business**
 - A. Election of Officers**
 - i. Chairperson**
 - ii. Vice-Chairperson**
 - iii. Secretary**
 - iv. Treasurer**
 - B. Committee Assignments**
 - i. Finance**
 - ii. Bus Operations**
 - iii. Vehicles**
 - iv. Facilities**
 - C. Non-appropriated Funds**
 - D. Ombudsperson**
- VI. Executive Manager's Report**
 - A. Status of Procurement Packages: Bus, One Call – One Click, Vehicles Maintenance**
 - B. Paratransit: Demand Response, Subscription, 2 Weeks Scheduling**
 - C. Budget FY20**
 - D. Architectural & Engineering- Proposed GRTA Facility**
- VII. Public Comments – 3 Minutes per individual**
- VIII. Executive Session**
- IX. Other Discussion**
- X. Adjournment**



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Board of Directors Special Meeting

Thursday, September 12, 2019 at 11:00am
CIP Conference Room, Bldg. B, DPW Compound, Upper Tumon
Minutes

- I. **Call to order:**
Acting Vice Chairperson John Leon Guerrero called the meeting to order at 11:05am.
- II. **Roll Call:**
GRTA Board Members present: Acting Chairperson Evelyn Duenas, Acting Vice-Chairperson John Leon Guerrero, Director David Arentz, Director Alejo Sablan, Director Rudy Paco.
- III. **Review of Minutes:**
Acting Chairperson Duenas requested that Board Members review the minutes. Board Members reviewed the minutes; Board Member Alejo Sablan made a motion to approve and Acting Vice Chairman John Leon Guerrero second it. Motion carried with no changes, 5 in favor and no objections.
- IV. **Old Business:**
 - A. Election of Officers: The Board Members decided to proceed with the election of officers. Acting Vice Chairman Leon Guerrero made a motion to elect Temporary Chairperson Evelyn Duenas for the position of Chairperson of the GRTA Board and Member Rudy Paco second it. Acting Chairperson Duenas accepted the nomination. With only one objection, Acting Chairperson Duenas was elected as the Board's Chairperson. Chairperson Duenas made a motion nominating Acting Chairman Leon Guerrero to be Vice Chairman of the GRTA Board. He accepted the nomination. Board Member Sablan second Chairperson Duenas' nomination. Acting Chairman Leon Guerrero was elected Vice Chairman of the Board. Chairperson Duenas nominated Board Member Sablan to be Secretary of the Board and he accepted the nomination. Vice Chairman Leon Guerrero second the motion and Director Sablan was elected as Board Secretary with no one objecting. Vice Chairman Leon Guerrero attempted to nominate Board Member Paco to be Treasurer of the Board; however, he turned down the nomination. Board Member Arantz stated that he also is not willing to be Treasurer.
 - B. Committee Assignments: Chairperson Duenas address Board Members on volunteering to oversee functional committees: Finance, Facilities, Bus Operations, and Safety. Chairperson Duenas will spearhead Finance, Board Member Arantz Facilities, and Vice Chairman Leon Guerrero will handle Bus Operations and Safety.
 - C. Non-appropriated Funds (NAF): Interim Executive Manager Babauta explained that NAF funds originate from ticket sales and bus fares. He also mentioned that GRTA has been spending NAF funds for operational expenditures such as small parts and materials for vehicles (light bulbs, oil, etc.) and



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- D. the move to the current GRTA location . Staff Member Pilar Carbulido also described the process in that assigned Board Members listed on NAF Policy provides approval for all expenditures. Interim Executive Manager Babauta stated that he would like for Board to review policy proposal and if agreed recommends that Board support approval of such policy.
- E. Ombudsperson: Interim Executive Manager Babauta stated that he is working with Staff Member Carbulido, who oversees federal grants, to allot funds from the grant for the position. He further explained that at this time, the Ombudsman position cannot be permanent because it wasn't budget with local funds. Nonetheless, he will consider including the position on next fiscal year's local budget proposal with Board's approval.

V. Executive Manager's Report:

- A. Status of procurement Packages:
1. Bus Procurement: Although GRTA has been following-up with GSA in purchasing the buses, unfortunately the buses have not been advertised.
 2. One Call – One Click Transportation Management System (TMS): GSA will be offering the vendor who met all requirements to submit price proposal of the system software. The vendor provided video teleconference on the on the TMS and GRTA along with the Evaluation Committee were impressed with the system.
 3. Vehicle Maintenance Contract: Interim Executive Manager continues to check the status of the Maintenance Contact and was assured that it will be advertised the following week.
- B. Paratransit: GRTA has implemented the Demand Response program for paratransit riders. The objective of the program is to ensure that all persons with disabilities are afforded their transportation needs. GRTA will also be putting a stop on the two weeks advance scheduling of those paratransit riders for medical appointments. This process is contrary to Federal Transit Administration directives. Interim Executive Manager Babauta said that he is planning on stopping the Subscription Rider program but Chairperson Duenas stated that it must be continued because riders needing transportation to work and recurring medical appointments require advance scheduled reservations.
- C. Budget FY20: Legislature passed FY20 budget and Governor signed legislation into law. GRTA was given budget of \$3.2 million.
- D. Architectural & Engineering Request for Proposal (RFP) of Proposed GRTA Facility: DPW engineers and GRTA Chief Planner Pillipina are working to finalize the RFP and will be done the following week.



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- VI. Public Comments:** No individuals were present to provide comments.
- VII. Executive Session:**
Board discussed personnel issues and Secretary Sablan was assigned to take notes.
- VIII. Adjournment:** Being that there were no further discussions, Chairperson Duenas adjourned the meeting at 12:00 pm.

Notes:

Chairperson Evelyn Duenas motioned to change verbiage: Temporary to Acting. Motion to approve by Vice Chairman John Leon Guerrero. Motion was approved with no objection – 4 yeas and 0 no.